Request for Offers (RFO) Addendum

RFO Number: RFO0049

Addendum Number: 2

Date of Addendum: 04/03/2015

Original Due Date, Time: 04/10/2015 3:00 CT

Revised Date, Time (if changing): _____

Title: Minnesota Provider Screening and Enrollment (MPSE) Application

SCOPE OF ADDENDUM

The following are changes to the RFO:

Responses to questions received:

1. Q – Is there a maximum number of candidates per supplier we can submit?

    A – Two (2)

2. Q – Will DHS hire 2 contractors from the same vendor?

    A – DHS is looking for two (2) contractors that may or may not be from the same vendor.

3. Q – Is this 2 positions? Are they new positions or are incumbents currently working?

    A – Yes, New

4. Q – This RFO is similar to RFO 0031. Can we submit the same candidate for this too?

    A – Yes

5. Q – Are there any incumbents in these positions now or are these new positions?

    A – No

6. Q – Do the interviews need to be in-person or can they be by phone?

    A – The interview will be in-person (face to face) and will be generally one time (up-to 2 hours).

7. Q – Will the state be assigning a new category that better covers the Required skills in the RFO or will the State modify the RFO to reflect a required skill set that is in line with the developer/programmer category.

    A – The RFO will not be modified

8. Q – Based on the description provided and required skill sets, the state is asking for an individual who will:
    -    Architect applications (typically this is done by a solutions architect)
    -    Provide Automated Testing (typically work provided by an automated testing developer)
    -    Gather requirements and provided analysis (typically work provided by a business analyst)

- Deploy code (typically done by the deployment engineer)

However, the category identified for this RFO is for a Developer/Programmer. The required skill set referenced in the RFO extends beyond that of the Developer/Programmer category. Will the state be assigning a new category that better covers the Required skills in the RFO or will the State modify the RFO to reflect a required skill set that is in line with the developer/programmer category.

A – No changes will be made to the required skill set.

9. Q – The Project Requirements section also alludes to providing status and project management. This skill set is also not in line with the skills covered by a Developer/Programmer. Is it anticipated that this project will be managed by an assigned project manager or is the State expecting that consultants requested in this RFO have the required project manager skill set. And if so will the category for this project be changed to one that covers the required skills?

A – No changes will be made to the required skill set.

10. Q – What is the address of the location where the consultants will work?

A – 540 Cedar Street, Saint Paul MN 55101

11. Q – Will payments be made on a time and materials basis or on an approved deliverable basis?

A – Payments will be made on a time and materials basis

12. Q – If we are able to provide a candidate who will travel in for long periods of time does the submitted hourly rate need to be all-inclusive?

A – Yes

13. Q – Will the majority of these RFO's prefer a local candidate? Or is there ever remote opportunity?

A – Local candidates

14. Q – For onsite work, where will the candidate be reporting for the Department of Human Services?

A – MN.it @ DHS

15. Q – Do the candidates need to have all REQUIRED skills to be considered? Will one "fail" result in disqualification?

A – Yes

16. Q – Can DHS rank the desired skills in order of importance?

A – Equal

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE:

Request for Offers (RFO) Addendum

RFO Number: RFO0049

Addendum Number: 1

Date of Addendum: 04/01/2015

Original Due Date, Time: 04/03/2015 4:00 CT

Revised Date, Time (if changing): 04/10/2015 3:00 CT

Title: Minnesota Provider Screening and Enrollment (MPSE) Application

SCOPE OF ADDENDUM

The following are changes to the RFO (In this Addendum, changes to pre-existing RFO language will use strike through for deletions and underlining for insertions):

Revising the Project Milestones and Schedule

- o Engagement Start Date: ~~April 27, 2015~~ May 4, 2015

- Engagement End Date: December 31, 2016

- Key deliverable dates.

    - o This project is broken out into three significant phases:

        - Front-end Provider Enrollment Processor, to be in Production by August, 2015.

        - Back-end Provider Validation Service, to be in Production by December, 2015.

        - MPSE Workflow processor and related auxiliary functions such as automated re-screens, monthly revalidations, auditing, reporting, etc. This last piece is sought to be in Production by the end of October, 2016.

Revising the Process Schedule

Deadline for Questions	04/02/2015, noon CT
Anticipated Posted Response to Questions	04/07/2015, noon CT
Proposals due	04/10/2015, 3:00 CT
Anticipated proposal evaluation begins	04/15/2015, 9:00 CT
Anticipated proposal evaluation & decision	04/27/2015, 4:00 CT
Deadline for Questions	~~03/30/2015, noon CT~~ 04/02/2015, noon CT
Anticipated Posted Response to Questions	~~04/01/2015, noon CT~~ 04/07/2015, noon CT
Proposals due	~~04/03/15/2015, 3:00~~ CT 04/10/2015, 3:00 CT
Anticipated proposal evaluation begins	~~04/6/2015, 9:00 CT~~ 04/15/2015, 9:00 CT
Anticipated proposal evaluation & decision	~~04/20/2015, 4:00 CT~~ 04/27/2015, 4:00 CT

Revising the Proposal Submission Instructions

- Responses **must** be submitted via e-mail to ~~mary.swanson@state.mn.us~~ Matthew.J.Olsen@state.mn.us. Responses sent to any other email address will not be considered. Responses received after the stated date and time will be considered untimely and not evaluated.

- The emailed response should contain two attached .pdf or Microsoft Word files, one containing the cost proposal only and the other containing all other response materials, these should be labeled "Cost Proposal" and "Response," respectively.

- The subject line of the response e-mail should be: Attention: "Response to MPSE JAVA Developer/Programmer"

- Submissions are due according to the process schedule previously listed.
- **A copy of the response must also be sent to MNIT.SITE@state.mn.us for vendor performance tracking.**
- **You must submit an email with your response or email notification that you will not respond to MNIT.SITE@state.mn.us. Failure to do either of these tasks will count against your program activity and may result in removal from the program.**

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: